

Form and Correctness Approved: *BAP*

Contents Approved:

By: \_\_\_\_\_  
Office of the City AttorneyBy: \_\_\_\_\_  
DEPT. Planning

NORFOLK, VIRGINIA

**Ordinance No. 48617**

AN ORDINANCE GRANTING A CONDITIONAL USE PERMIT TO  
 AUTHORIZE SHORT-TERM RENTAL UNITS (VACATION RENTAL) ON  
 PROPERTY LOCATED AT 9567 16<sup>TH</sup> BAY STREET.

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Section 1:- That a conditional use permit is hereby granted authorizing the operation of Short-term Rental Units (Vacation Rental) in a single-family dwelling unit located at 9567 16<sup>th</sup> Bay Street.

Section 2:- That the full extent of the property or properties where the permit or permits described above are hereby made effective, upon the date set forth below, is described as follows:

Property fronts 50 feet, more or less, along the western side of 16<sup>th</sup> Bay Street beginning 75 feet, more or less, from the southern line of Pleasant Avenue; premises numbered 9567 16<sup>th</sup> Bay Street.

Section 3:- That the conditional use permit or permits granted herein shall be subject to all of the general conditions set forth in section 2.4.8.D of the Norfolk Zoning Ordinance and all of the following additional conditions, requirements, and limitations:

- (a) The operation of the principal use of Short-Term Rental Units (Vacation Rental) must be conducted in accordance with the applicable performance standards that are set forth in section 4.2 of the Norfolk Zoning Ordinance.
- (b) No use of the property as Short-Term Rental Units (Vacation Rental) shall be permitted until a business license has been issued for the property. No business license shall be issued

until all the following information and documentation has been provided to the City for the subject property and the following improvements are fully implemented on the site:

- (1) The name and phone number of a person able to be on site within 20 minutes to be contacted at any time to address emergencies or complaints about activity at the property.
- (2) Proof that a fire inspection of the property has been completed and any recommended safety improvements or restrictions have been implemented for all units.
- (3) Inspection of the property by the City in order to verify any aspect of the application for this Conditional Use Permit.
- (4) Proof of liability insurance covering accidental injury to a guest on the property up to a maximum cost not less than \$300,000.
- (5) All mechanical and electrical equipment shall be located at least 16" above the highest adjacent grade.
- (6) The existing driveway apron shall be repaired.
- (7) A section of concrete 4-feet by 50-feet in area shall be removed and landscaped with plantings as shown on the conceptual site plan attached hereto and marked as "Exhibit A." The plantings shall consist of any of the following species:
  - (i) Shrubs: Red chokeberry (Aronia arbutifolia), Sweet pepperbush (Clethra alnifolia), Inkberry holly (Ilex glabra), Dwarf Yaupon holly (Ilex vomitoria), Waxmyrtle (Morella cerifera), Highbush blueberry (Vaccinium corymbosum), Arrowwood (Viburnum dentatum).
  - (ii) Trees: Black tupelo (Nyssa sylvatica), Eastern Red Cedar (Juniperus virginiana), Loblolly Pine (Pinus

taeda), American Holly (*Ilex opaca*), Live Oak (*Quercus virginiana*), Southern Magnolia (*Magnolia grandiflora*).

- (c) The applicant shall maintain an exterior security camera facing the parking area in working condition at all times the property is rented. Recordings shall be stored for 30 days after a stay and be made available to city staff upon request.
- (d) The applicant shall use remote entry for all guests and shall change the access code between guest stays.
- (e) The property owner shall provide an opaque enclosure at least four (4) feet in height to conceal all trash receptacles from the public right-of-way.
- (f) No fewer than seven (7) off-street parking spaces shall be provided.
- (g) The property owner shall ensure that the site is always free of debris and trash and shall hire a private solid waste removal service to promptly remove trash generated by guests during short-term rental stays and never more than 36 hours after the last guest has checked out.
- (h) The operator shall make the property available for inspection upon reasonable advance notice given to the named emergency contact person by any law enforcement officer at any time between 7:00 a.m. and 11:00 p.m., seven days a week.
- (i) The operator shall maintain records of all stays, including names of each guest, dates of stays, and lengths of stays for each short-term rental of the property.
- (j) For the property authorized by this Conditional Use Permit, the operator shall obtain and maintain a current, active business license for the property at all times while in operation.
- (k) Each unit must be rented by only one party at a time. No more than 12 bedrooms shall be made available for guests and no more than 24 sleeping

guests are permitted to stay on the property at any one time.

- (l) The operator shall not allow boarders.
- (m) The operator and owner shall remain current on all transient occupancy taxes, business personal property taxes, and other local taxes which may become due while each property is being offered for short-term rentals.
- (n) The operator shall maintain the building and grounds in a safe and serviceable condition at all times. Landscaping on the property shall be tended and maintained in a healthy growing condition, kept free of trash and debris, and replaced when necessary.
- (o) There shall be no parking on any unimproved surface.
- (p) This Conditional Use Permit shall automatically expire two (2) years from the effective date of this ordinance. Prior to the expiration date, but no sooner than 18 months from the effective date of this ordinance, the property owner or manager may begin the application process for a new conditional use permit.

Section 4:- That the City Council hereby determines that the conditional use permit or permits granted herein comply with each of the standards set forth in section 2.4.8.C of the Norfolk Zoning Ordinance.

Section 5:- That this ordinance shall be in effect from the date of its adoption.

ATTACHMENT:

Exhibit A (1 page)

Adopted by Council January 11, 2022  
Effective January 11, 2022

TRUE COPY

TESTE:

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RICHARD ALLAN BULL

BY:

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CHIEF DEPUTY CITY CLERK



ALL PLANTS TO BE NATIVE,  
SALT-TOLERANT SPECIES

CURB APRON TO BE MODIFIED  
PER NORFOLK CITY DESIGN STANDARDS

16TH BAY STREET  
(50' R/W)

# 9567 16th Bay St

## Final City Approved Site Plan